



State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Deborah A. Gist
Commissioner

POSTED: JULY 23, 2012

VACANCY NOTICE

DIVISION OF FISCAL INTEGRITY AND EFFICIENCIES OFFICE OF NETWORK & INFORMATION

***SENIOR DATABASE ADMINISTRATOR**

Min \$78,850 – Mid \$98,605

***This is a limited position funded through the Race to the Top, Early Learning Challenge grant for the award period of January 1, 2012 through December 31, 2015. Funding for continuation of the position beyond the award period is not guaranteed.**

Applications will be accepted until position is filled.

APPLICATION REQUIREMENTS:	Mail or email application materials to:
<ul style="list-style-type: none">➤ Cover letter➤ Resume➤ 2 current letters of reference➤ CS-14 application➤ Equal Employment Opportunity Form (optional)	<p>Rhode Island Department of Education Office of Human Resources 255 Westminster Street Providence, RI 02903</p> <p>hr@ride.ri.gov</p>

Employment opportunities, application requirements and instructions posted at www.ride.ri.gov

PLEASE NOTE: Candidates selected for interview will be required to submit official transcripts.

*Subject to FTE approval and available funding

REASONABLE ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES CAN BE ARRANGED IN ORDER TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB.

(Position is part of Local 2012, AFT)
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

**DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
NONCLASSIFIED JOB DESCRIPTION**

TITLE: Senior Database Administrator

GENERAL STATEMENT OF DUTIES: The incumbent will be responsible for overseeing all aspects of RIDE's enterprise database systems including oversight and maintenance of existing and newly created database architecture, data modeling, data warehousing, administration, database design, and SQL stored procedure scripting.

SUPERVISION RECEIVED: Works under the supervision of a manager with wide latitude to exercise independent judgment. Work is subject to review on a periodic basis or upon completion for results achieved and for adherence to professional standards of conduct.

SUPERVISION EXERCISED: Responsible for the ongoing supervision of assigned staff. Participates in the establishment of performance goals, responsible for performance coaching and employee development and participates in assessment of performance of staff assigned and/or in peer or colleague review, in cooperation with director, as appropriate.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED AND ESSENTIAL FUNCTIONS:

Performs the database design, management and administration which includes; planning, designing and installation, monitoring, performance tuning, backup scripting, and documentation of new and existing SQL databases.

Designs Data Warehousing and Business Intelligence platform.

Creates database scheme, tables, procedures and permissions.

Provides support to various data mart provisioning to internal and external users using MSSQL SSIS packages.

Develops database utilities and automated reporting.

Creates shell scripts for task automation.

Creates, tests and executes data management languages.

Analyzes and sustains capacity and performance requirements.

Analyzes, consolidates and tune database for optimal efficiency.

Monitor systems and platforms for availability.

Provides the oversight for backups, clustering, mirroring, replication and failover.

Restores and recover corrupted databases.

Installs and test upgrades and patches.

Implements security and encryption.

Researches, evaluates and recommends new database technologies.

Collaborates with the development team during the process of application development, implementation and maintenance.

Perform related work as assigned.

**REQUIRED QUALIFICATIONS
KNOWLEDGE AND SKILLS:**

Knowledge of applicable Federal, State, and Local laws, rules, and regulations, as needed.

Knowledge of applicable computer server systems.

Knowledge of MSSQL Database management system (SQL DBMS).

Knowledge of MSSQL transactional language, and skill in complex stored procedure creation.

Skilled in communicating and interpersonal exchanges as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Skilled in managing information systems.

Skilled in mentoring and assisting staff.

Skilled in data modeling, data warehousing, administration and database design.

Skilled in communicating effectively both orally and in writing.

Skilled in trouble shooting and analyzing complex scenarios.

Skilled in creating (Extracting, Transformation and Load) ETL's packages using MSSQL SSIS
(Server Integration Services)

EDUCATION: Bachelor's Degree in Computer Science or equivalent. A Master's Degree in Business Administration or similar field is preferred.

EXPERIENCE: Five to ten years of experience in all aspects of database management systems (DBMS).

OR: any combination of education and experience that is substantially equivalent.

Reasonable accommodations can be made for qualified individuals with a disability.

Date: July 2012